

EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE (EEOAC)
February 16, 2000

Prepared by: Stephanie Hernandez
FINAL: March 29, 2000

Members Present

Joe Guerrero
Jeff Hageman (El Monte)
Stephanie Hernandez
Yusuf Ibrahim
Kathy Hallett
Rita Kisse
Helen Miller (El Monte)

Guests Present

Vicki Stoutingburg-Alewine (El Monte)

The meeting was called to order at 9:55 a.m. at 2014 Capitol Avenue, 1st Floor, Sacramento. The meeting was teleconferenced to the GC Hass conference room at 9528 Telstar Avenue in El Monte.

APPROVAL OF MINUTES

The committee was sent the minutes listed below earlier this week:

02/18/99 - Yusuf Ibrahim
08/18/99 - Yusuf Ibrahim
11/19/99 - Kathy Hallett
01/19/00 - Rita Kisse

Joe asked that everyone review these minutes and send their changes in by next week. Joe also requested that the person in charge of minutes place a header on it if more than one page. It would also be helpful when making changes to the minutes to put your name on the document before sending it back to the member finalizing the minutes.

Equal Employment Opportunity

Sexual Harassment Prevention training was held in Sacramento on February 9, 2000. This training was mandatory for managers that had not recently taken it. Jeff Owensby and Jim Ryden presented this training. There were approximately 120 attendees (105 ARB employees and supervisors and approx. 15 Cal/EPA PAC center employees and supervisors).

Personnel Management Branch staff invited Management Services Branch staff to join their information session with division liaisons explaining the hiring and personnel procedures. The Management Services Branch staff contributed information on EEO processes, safety, records management and ADA.

Disability Advisory Committee

Helen mentioned that the restrooms in Annex 2 for the Conference room are not accessible. Stephanie will look up the ADA access guidelines on this particular issue and get back to Helen.

CAT Articles

Yusuf will be sending a friendly reminder out to members requesting CAT articles.

EEOAC Projects

Take Our Children to Work Day - Stephanie will find out more information about possible dates for the event.

The EEOAC went through the handbook page by page and made edits. Stephanie will go over these changes with Gayle.

Career Decision Making

A tentative date was set in El Monte for June 14th and Sacramento for June 15th (BHR is available).

Judy is next on the list to take minutes for the next meeting, which is scheduled for March 15, 2000.